

BEFORE THE INDIANA DEPARTMENT OF EDUCATION

In the Matter of _____)
)
Indiana Teacher License No: _____)
)
_____)
(Educator's name)

STIPULATION OF VOLUNTARY PERMANENT LICENSE

SURRENDER BY: _____
(Educator's name)

Comes now, Respondent, _____, and requests acceptance
(Educator's name)
of this Stipulation of Voluntary Permanent License Surrender by the Indiana Department of
Education, and agrees as follows:

1. The Indiana Department of Education has both personal and subject matter jurisdiction in this matter;
2. Respondent is a licensed teacher in the state of Indiana, teacher license number(s):
_____;
3. On or about _____, under Cause number _____, I was convicted of offense(s) that is/are specifically enumerated in Indiana Code § 20-28-5-8(c) and which require revocation of my teaching license, or I voluntarily agreed to revocation of my teaching license under Indiana Code §20-28-5-7;
4. I understand that I am entitled to an evidentiary hearing before an Administrative Law Judge and that I am entitled to certain due process protections if the State Department of Education seeks to permanently revoke my teacher license without this stipulation;
5. I understand my permanent surrender is not valid until it is accepted by the Secretary of Education;
6. Knowing all of this, I hereby voluntarily and permanently surrender my Indiana Teacher Licenses to the Indiana Department of Education and understand that permanent surrender is the equivalent of a permanent license revocation under I.C. 20-28-5-8(c), 20-28-5-8(d), or IC 20-28-5-7;

WHEREFORE, Respondent submits this Stipulation of Voluntary Permanent License

Surrender and requests its acceptance by the Indiana Department of Education.

VERIFICATION

I affirm, under the penalties for perjury, that the foregoing representations are true.

(Signature)

(Print Name)

Teacher Lic. No. _____

Respectfully submitted this ____ day
of, _____, 20 ____.

_____, Attorney
Indiana Department of Education
Office of Legal Affairs
115 West Washington St., Suite 600 South
Indianapolis, In 46204
317-232-6646

Accepted by the Indiana Department of Education on this ____ day of _____,
20 ____.

Katie Jenner,
Secretary of Education

Notice of Criminal Conviction of Indiana Teacher - Instructions
<http://www.doe.in.gov/legal/forms>

1. When a teacher is convicted of one of the offenses listed in IC 20-28-5-8 or IC 35-50-10, the prosecutor and sentencing court must send notice of the conviction to the Indiana Department of Education.
2. The sentencing court and/or the prosecutor completes the Notice of Criminal Conviction for an Indiana Teacher form.
3. The teacher's license number can be found at <https://licenselookup.doe.in.gov/TeacherInquiry.aspx>
4. The completed form can be sent to the Indiana Department of Education at:

100 N. Senate Ave
9th Floor
Indianapolis, IN 46204
Email legal@doe.in.gov

5. The sentencing court must also notify the school where the teacher was last employed of the criminal conviction. A list of Indiana schools can be found on the Indiana Department of Education's website at: <http://www.doe.in.gov/accountability/find-school-and-corporation-data-reports>. Just click in the General School Information and Indiana School Directory links.